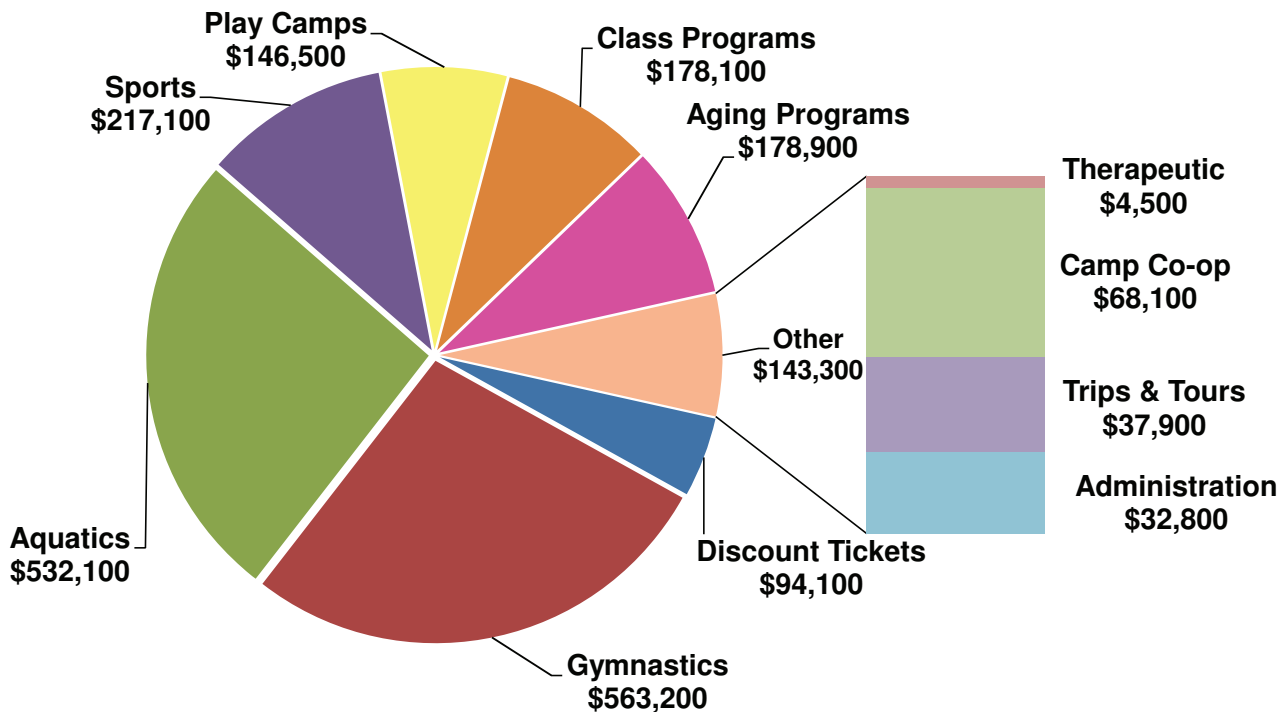


FISCAL YEAR 2017 Recreation Fund

TOTAL PROPOSED BUDGET: \$2,053,300



	FY16 Adopted	FY17 Proposed	Variance	% Change
Operating Revenue	\$1,971,700	\$1,953,300	(\$18,400)	-0.9%
Baseline Expenditures	1,971,700	1,953,300	(18,400)	-0.9%
Operating Surplus/(Deficit)	\$0	\$0	\$0	
New Request	0	100,000	100,000	
Total Expenditures	\$1,971,700	\$2,053,300	\$81,600	4.1%
Use of Fund Balance	0	100,000	100,000	
Net Surplus/(Deficit)	\$0	\$0	\$0	

New Request(s) for FY 2017:

Resurface the La Plata High School outdoor pool

\$100,000 *Recurring cost; additional pool in FY18.*

RECREATION FUND

	FY16 Adopted	FY17 Proposed	Variance	% Change
<u>Revenues</u>				
Service Charges	\$1,838,600	\$1,821,300	(\$17,300)	-0.9%
Rent Revenue	59,200	59,700	500	0.8%
Other	73,900	72,300	(1,600)	-2.2%
Total Operating Revenues	\$1,971,700	\$1,953,300	(\$18,400)	-0.9%
Use of Fund Balance	0	100,000	100,000	New
Total Revenues	\$1,971,700	\$2,053,300	\$81,600	4.1%
<u>Expenses</u>				
Salaries	\$969,300	\$954,800	(\$14,500)	-1.5%
Fringe	167,100	157,100	(10,000)	-6.0%
Operating	656,800	658,700	1,900	0.3%
Debt Service	151,300	151,700	400	0.3%
Contingency	17,700	21,500	3,800	21.5%
Capital Outlay	9,500	9,500	0	0.0%
Total Baseline	\$1,971,700	\$1,953,300	(\$18,400)	-0.9%
New Requests	0	100,000	100,000	New
Total Expenditures	\$1,971,700	\$2,053,300	\$81,600	4.1%
Net Operations	\$0	\$0	\$0	

CHANGES TO FEES

	FY16 <u>In County/Out County</u>	FY17 <u>In County/Out County</u>
<u>Sports</u>		
Indoor youth league	Varies \$25-\$55	Varies \$45-\$95
Pee wee basketball	\$50	\$65
<u>Aquatics</u>		
Seasonal: Family (4 people); Additional People	\$225 ; \$25 / \$230 ; \$30	\$250 ; \$30 / \$255 ; \$35
Seasonal: Youth & Seniors	\$140 / \$145	\$150 / \$155
Seasonal: Adult	\$145 / \$150	\$165 / \$170
Semiannual: Six Months; Family (4 people); Additional People	\$300 ; \$35 / \$310 ; \$40	\$325 ; \$40 / \$330 ; \$45
Semiannual: Youth & Seniors	\$150 / \$155	\$175 / \$180
Semiannual: Adult (Ages 13 & Up)	\$175 / \$180	\$200 / \$205
Annual: Twelve Months; Family (4 people); Additional People	\$400 ; \$50 / \$410 ; \$55	\$425 ; \$50 / \$430 ; \$55
Annual: Youth & Seniors	\$225 / \$230	\$250 / \$255
Annual: Adult (Ages 13 & Up)	\$250 / \$255	\$275 / \$280
Punch Card: Youth & Senior	\$40 / \$45	\$45 / \$50
Punch Card: Adult	\$50 / \$55	\$55 / \$60
3-hour rental: fewer than 50 participants	\$225 / \$230	\$250 / \$255
3-hour rental: 50-100 participants	\$275 / \$280	\$300 / \$305
3-hour rental: 100+ participants	\$325/ \$330	\$350/ \$355
<u>Gymnastics</u>		
Drop-in Gym	Varies \$5-\$10	Varies
<u>Senior Centers</u>		
Senior Center Plus	\$35	\$40
Fitness Cards	\$15 for 15 classes	\$20 for 15 classes

FY 2017 REPLACEMENT VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	1/2 Year Lease
<u>Recreation Fund</u>				
Gymnastics				
Security Cameras (2nd Phase)		9,500	9,500	
<i>Second phase of the security cameras for the Elite Gymnastics Center.</i>				
<hr/> <i>Total Community Services Recreation</i>		9,500	9,500	
 Ice Resurfacer				
		65,000		7,000
<i>The Capital Clubhouse has one ice resurfacer model year 1992. As of November 2015, the resurfacer has over 9,200 hours and continues use everyday. This number is incredibly high and well past the suggested 5,000 hours for a primary ice resurface. Based on the industry standard, one hour of ice resurfacing equals 40 miles in an automobile, this resurface would have run over 368,000 miles. This ice resurface is the one and only unit within the building, and without it, operation of the ice rink would cease. Requesting to replace the current ice resurface with a refurbished one.</i>				
<hr/> <i>Total Capital Clubhouse</i>		65,000		7,000

Recreation

Department: Community Services
Division/Program: Recreation
Program Administrator: Sam Drury, Chief of Recreation
www.charlescountyparks.com

Account: 24.06.40
Fund: Enterprise

Expenditure Category	FY2015 Actual	FY2016 Adopted	FY2017 Request	FY2017 Adopted	\$ Change from FY2016	% Chg.
Personal Services	\$603,673	\$888,400	\$886,600	\$0	(\$1,800)	-0.2%
Fringe Benefits	106,259	157,300	148,600	0	(8,700)	-5.5%
Operating Costs	529,621	566,900	570,000	0	3,100	0.5%
Debt Service	148,066	151,300	151,700	0	400	0.3%
Operating Contingency	0	0	8,000	0	8,000	N/A
Capital Outlay	0	9,500	9,500	0	0	0.0%
Equipment Reserve	7,500	0	0	0	0	N/A
Total Baseline	\$1,395,119	\$1,773,400	\$1,774,400	\$0	\$1,000	0.1%
New Request (see attached)	\$0	\$0	\$100,000	\$0	\$100,000	N/A
Total Expenditures	\$1,395,119	\$1,773,400	\$1,874,400	\$0	\$101,000	5.7%
Revenues	\$1,462,685	\$1,773,400	\$1,874,400	\$0	\$101,000	5.7%

Changes and Useful Information:

- **Personal Services** includes the reallocation of staff from the Recreation Fund and the impact of a 2% COLA approved in FY2016.
- The **Fringe Benefits** decrease is the net result of a Workers Compensation rate adjustment for FY2017, lower Health and Dental participation, and a pension decrease due to actuarial plan assumption changes.
- The **Operating Costs** budget increase is due to adjustments made for current activity.

Administration

- Increase of \$200 in Credit Card Processing based on actuals.
- Decrease of (\$200) in the Software & Upgrades account.

Sports

- Contract Services is increasing by \$4,600. \$4,500 of this increase is for the Sports Camps Program for Summer Camps and \$100 is for the Sports Subdivision for recent trends.
- Equipment Repairs and Maintenance is decreasing by (\$100) due to inactivity.
- Employee Education was reduced by (\$100) due to previous years actuals.

Trips & Tours

- Contract services is increasing by \$6,600 to cover the cost associated with an increase in the number of trips being offered in FY2017.

Class Programs

- A (\$8,700) decrease in the Contract Services account due to fewer contracted instructors in FY2017.
- General Supplies is being decreased by (\$2,100) due to current participation.
- A decrease of (\$500) in the Staff Shirts account.
- The Employee Education and Training accounts are both decreasing by (\$300) based on previous years actuals.
- Based on current activity, a decrease in Wireless PC Connect of (\$200).

Aquatics

- General Supplies is decreasing by (\$1,200) based on current activity.
- Employee Education is being reduced to the FY2013 Budget level, which is a (\$1,000) reduction.
- Training is being reduced by (\$400) due to previous years expenses.
- Office Supplies is being reduced by (\$300) based on actuals.

Therapeutic

- There are no changes to the Therapeutic Operating Budget.

Play Camps

- A \$9,500 increase in Contract Services to cover additional summer camps.
- General Supplies is increasing by \$5,000 for additional in-house mini camps.
- The Telephone account is being decreased by (\$100).

Discount Tickets

- Based on activity, budget is to remain the same.

Camp Co-op

- (\$2,000) increase in Contract Services based on FY2015 actuals.

Recreation

Department:	Community Services	Account:	24.06.40
Division/Program:	Recreation	Fund:	Enterprise
Program Administrator:	Sam Drury, Chief of Recreation		

Gymnastics

- General Supplies in the Gymnastics subdivision is increasing by \$9,200 to cover field trips and supplies there were previously charges to other accounts.
- Increasing the Miscellaneous account by \$1,000 due to previous years actuals.
- The Telephone account is being increased by \$300 based on FY2015 expenditures.
- Contract Services in the Gymnastics subdivision is being decreased by (\$14,000) due to MD N'tensity Cheerleading leaving.
- Decreasing Contract Services in the Gymnastics - Camps Program by (\$1,400) based on current expenditures.
- A (\$300) decrease in the Electricity account based on previous years actuals.
- Office supplies is being decreased by (\$100) based on current and previous actuals.
- **Debt Service** is for the Elite Gymnastics.
- **Operating Contingency** is to cover unanticipated revenue shortfalls or expenditure overruns. Additionally, \$2,800 of the Operating Contingency represents the equivalent cost of a potential employee merit increase for FY2017.
- **Capital Outlay** is the second phase of the security cameras purchase for the Gymnastics Center.
- **Equipment Reserve** in FY2016 was reduced to fund the first phase of the security cameras for the Gymnastics Center and will be used to fund the second phase in 2017.
- **New Requests** see attached.
- **FY2017 Revenues** are increasing due to the use of \$100,000 in fund balance to subsidize the La Plata High School Pool resurfacing and a \$1,000 increase in Service Charge Revenues.

Description

The Recreation Division offers a variety of structured and non-structured sports leagues and activities for persons of all ages. All programs are self-supporting, with youth leagues being supplemented by the County for officials and part-time facility supervision.

- Sports programs include: Youth Basketball, Youth Indoor Soccer, Youth Volleyball, Adult Volleyball, and Adult Basketball League.
- Trips and tours are offered for registrants to have the opportunity to participate in variety of experiences.
- Three Indoor Pools are operated year round at Lackey High School, North Point High School, and the Donald M. Wade Aquatic Center at St. Charles High School. Three Outdoor Pools are operated seasonally at La Plata, McDonough, and Thomas Stone High Schools. In addition to daily admission, the pools offer swim lessons, water aerobics, water safety, birthday parties, private rentals, and a variety of other programs and special events.
- Camp CO-OP is an exciting day camp for special education students between the ages of 5 & 21 with moderate to severe disabilities.
- Therapeutic programs are, for the most part, operated under the auspices of the county Special Olympics Program.
- Discount tickets for amusement parks are offered April through October each year. The ticket prices offer a 10-15 percent discount from the regular gate prices.
- The Elite Gymnastics & Recreation Center provides traditional gymnastics and dance classes for beginner to advanced levels for all ages. Pre-competitive and competitive teams are offered under the guidance of the USA Gymnastics Jr. Olympic Program. Additionally, competitive cheerleading and martial arts are available at Elite.
- Community Centers are facilities that offer a variety of programs, services, activities and recreational opportunities to persons of all ages. More than merely a building, community centers are focal points in each geographic area of Charles County and generate a sense of community through interaction and programming. In addition to traditional recreation programs, the Centers offer less structured programs geared toward developing community cohesion and providing supportive services. Community Centers programs include: Class programs, Middle School After School program, Drop In programs, Summer Camps, Fitness classes and Special Events.

Positions:

<u>Title</u>	<u>FY13</u> <u>FTE</u>	<u>FY14</u> <u>FTE</u>	<u>FY15</u> <u>FTE</u>	<u>FY16</u> <u>FTE</u>	<u>FY17</u> <u>FTE</u>
Recreation Program Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Center Coordinator	1.0	1.0	1.0	1.0	1.0
Administrative Associate	0.0	0.3	0.3	0.0	0.0
Assistant Recreation Specialist	0.8	0.8	0.8	0.8	0.8
Part Time Positions	25.5	25.5	27.2	28.9	28.9
Total Full Time Equivalent	28.3	28.6	30.3	31.7	31.7

Objectives & Measurements:

See General Fund- Community Services: Recreation for a listing of all Objectives & Measurements regardless of funding source.

Recreation

Department: Community Services **Account:** 24.06.21.11
Division/Program: Aging & Senior Programs - Nanjemoy Community Center **Fund:** Enterprise
Program Administrator: Dina Barclay, Chief of Aging
www.charlescountymd.gov/cs/aging/aging-and-senior-programs

Expenditure Category	FY2015 Actual	FY2016 Adopted	FY2017 Request	FY2017 Adopted	\$ Change from FY2016	% Chg
Personal Services	\$4,810	\$12,900	\$8,100	\$0	(\$4,800)	-37.2%
Fringe Benefits	506	1,500	1,200	0	(300)	-20.0%
Operating Costs	6,054	8,500	8,300	0	(200)	-2.4%
Total Expenditures	\$11,370	\$22,900	\$17,600	\$0	(\$5,300)	-23.1%
Revenues	\$16,128	\$18,500	\$17,500	\$0	(\$1,000)	-5.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** are decreasing due to Part Time II funding being reallocated to the Aging Division, Programs subdivision.
- **Operating Costs** are decreasing due to the following:
 - Contract Services is decreasing by (\$200) due to previous years actuals.

Description

Nanjemoy Community Center is a multiservice center offering programs and services for the residents of southwestern Charles County. As a satellite facility, it offers outreach and counseling for benefits. Program opportunities for youth and adults, special community events, and a health clinic are among the programs offered. All programs and classes are self-supporting.

Positions:

	<u>FY13</u> <u>FTE</u>	<u>FY14</u> <u>FTE</u>	<u>FY15</u> <u>FTE</u>	<u>FY16</u> <u>FTE</u>	<u>FY17</u> <u>FTE</u>
Part Time Positions	0.3	0.3	0.3	0.3	0.2
Total Full Time Equivalent	0.3	0.3	0.3	0.3	0.2

Department: Community Services **Account:** 24.06.21
Division/Program: Aging & Senior Programs - Senior Services **Fund:** Enterprise
Program Administrator: Dina Barclay, Chief of Aging
www.charlescountymd.gov/cs/aging/aging-and-senior-programs

Expenditure Category	FY2015 Actual	FY2016 Adopted	FY2017 Request	FY2017 Adopted	\$ Change from FY2016	% Chg
Personal Services	\$23,704	\$68,000	\$60,100	\$0	(\$7,900)	-11.6%
Fringe Benefits	2,547	8,300	7,300	0	(1,000)	-12.0%
Operating Costs	70,735	81,400	80,400	0	(1,000)	-1.2%
Operating Contingency	0	17,700	13,500	0	(4,200)	-23.7%
Total Expenditures	\$96,986	\$175,400	\$161,300	\$0	(\$14,100)	-8.0%
Revenues	\$137,018	\$179,800	\$161,400	\$0	(\$18,400)	-10.2%

Changes and Useful Information:

- The **Personal Services** decrease is due to a decrease in Part Time funding.
- The **Fringe Benefits** decrease is the result of a reduction in Part Time funding along with a pension decrease due to actuarial plan assumption changes.
- **Operating Costs** are being decreased by (\$1,000) in the Food & Meals account in the Senior Center Plus Program due to last years actuals.
- **Operating Contingency** of \$200 represents the equivalent cost a potential employee merit increase for FY2017. The remaining balance of \$13,100 is to balance revenues and expenses in the Aging & Senior Programs Division.

Description:

Program fees and donations support education, recreational, and social activities for Senior Citizens.

Positions:

	<u>FY13</u> <u>FTE</u>	<u>FY14</u> <u>FTE</u>	<u>FY15</u> <u>FTE</u>	<u>FY16</u> <u>FTE</u>	<u>FY17</u> <u>FTE</u>
Senior Center Coordinator	0.0	0.0	0.1	0.1	0.1
Part Time Positions	3.2	3.2	3.2	3.2	2.8
Total Full Time Equivalent	3.2	3.2	3.3	3.3	3.0

Objectives & Measurements:

See General Fund- Community Services: Community Centers for a listing of all Objectives & Measurements regardless of funding source.

FY 2017 New Operating/Capital Request Request Greater than Baseline

Item Description	Justification	Value of Request	Additional Operating	Direct Purchase	1/2 Year Lease
Recreation Fund					
<u>Community Services</u>					
Aquatics	24.06.40.28.0503.000				
Resurface Outdoor Pools		100,000		100,000	
<p><i>With the age and physical conditions, the outdoor pools would be rated poor to fair. Each pool is inspected annually by Charles County Health Department with increasing notes and patchwork completed each year to keep them within COMAR regulations. Each pool is in current need of plaster recoating, tile work, coping stone replacements, deck work, and improvements to the plumbing and filtration. Much of the pools are original from the construction but some repairs and improvements have been made over their lifetime. The average lifespan for pool plaster is approximately 10 years, with the outdoor pools being last re-plastered in 2002. Much of the water line tiles and the coping stones are cracked and showing their age as they haven't been replaced since the pools were constructed. Each outdoor pool needs an estimated \$100,000 in renovation cost to bring them to back to good condition which should last an additional 10-15 years. Without this work, would anticipate that each of the outdoor pools will be closed within 2-4 years, if not sooner. Community Services is requesting funding to resurface the La Plata High School outdoor pool in FY2017.</i></p>					
Total Community Services Recreation		100,000	0	100,000	0
Total Recreation Fund		100,000	0		